

South Jordan City Job Announcement



Position:	Custodian	Salary:	\$10.49	Status:	Part-Time
Department:	Administrative Services	Supervisor:	Facilities Coordinator		
Opening Date:	2/18/2016	Closing Date:	Open until filled. Department will begin reviewing applications as they come in. Position may be closed at any time after this position has been filled.		
Work Hours:	M-F (hours vary-see special notes)	Work Location:	South Jordan City Hall or Fitness Center		

Special Notices: Due to access to secured areas, the morning shift will require a high level background check.

Three shifts available:

Shift one: Sunday 11am-5pm, Tuesday 5pm-11pm, Wednesday 5pm-11pm, Friday 4:30pm-11pm AND

Shift two: Monday-Friday: 5pm-10pm

Shift Three: Monday - Friday: 1pm-6pm

Interested candidates must complete and submit a South Jordan City application and current resume to Human Resources either through the website, www.sjc.utah.gov or in person by the listed deadline.

GENERAL PURPOSE

Perform a variety of routine semi-skilled and skilled custodial tasks.

MINIMUM QUALIFICATIONS

1. Education and Experience:
No previous education or experience required.
2. Special Qualifications:
Valid Utah Class D Drivers License.
3. Knowledge, Skills, and Abilities:
Knowledge of practices, tools, equipment and materials used in custodial work; knowledge of safety practices of custodial work and use of cleaning agents and equipment; knowledge of hazardous materials policies, procedures and safety regulations; knowledge Safety Data Sheet (SDS).

Ability to operate tools and equipment used in custodial work; ability to follow oral and written instructions; ability to perform heavy lifting and other duties requiring moderate physical strength. Ability to complete a daily routine as specified.

Ability to develop working relationship with co-workers and supervisor(s) and be able to work independently. The ability to listen to and understand information and ideas presented through spoken words and sentences.

Ability to effectively communicate and work as a team, help other employees and the public; must be able to recognize unacceptable conditions and correct them with minimum direction.
4. Working Conditions:
Tasks require variety of physical activities, such as walking, standing, stooping, sitting, reaching, lifting (0-60 lbs.) etc. Talking, hearing and seeing essential to the performance of the job. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, critical thinking. Frequent local travel required in normal course of job performance.

NOTE: A complete list of essential functions and minimum requirements of this position may be viewed on the job description, which is located online <http://www.sjc.utah.gov/HR-JobOpenings.asp>. To request accommodation under Americans with Disability Act please contact the City's EEO Program Manager at 801-254-3742 ext. 1356.

It is the policy of the City of South Jordan to provide equal employment opportunity in City government for all persons; to prohibit discrimination in employment on the basis of race, color, sex, national origin, religion, age, marital status, pregnancy, genetics, or disability.